

## Lockdown – Cleaning expectations

### Cleaning

Communal areas attended to and cleaned at intervals throughout the day

- Toilets (staff and pupil), including sinks and taps
- Staffroom, including sink and tap, Fridge door
- Photocopiers
- Handrails and doors on one-way system

### Shared responsibilities for cleaning

- Regular and efficient washing of hands
- All staff working with a bubble need to be prepared to regularly clean area – see additional guidance
- When using communal areas, use products to wipe down after use (fridge, microwaves, water cooler, sign in screen, photocopier)

### Bubble team cleaning responsibilities in classrooms

- Tables and chairs used by children
- Door handles (internal and external)
- Window Handles
- Light switches
- Interactive screen
- Any surfaces used by children during activities
- **Equipment used by children (Laptops/iPads/Chromebooks)**
- Sinks and taps

### Communal cleaning areas for cleaning team in the morning before children and staff arrive in school and at the end of the day

- All Hand Rails/Banisters
- All Exterior door handles outside school
- Pedestrian and vehicle intercoms
- All Interior door handles BUT NOT INSIDE CLASSROOMS
- Window handles BUT NOT INSIDE CLASSROOMS
- All light switches BUT NOT INSIDE CLASSROOMS
- Sign in screen at main reception
- Door exit button at main reception
- Door entry call buttons main reception and lower door
- Staffroom cupboard handles, hot water tap, water cooler buttons, fridge
- Photocopier
- Staff toilets including taps
- Refill any hand sanitiser stations
- Refill anti-bacterial spray in classrooms